

Legal Notice

**Town of Westford, MA  
Request for Qualifications (RFQ) for  
Town-wide Facility Condition Assessment**

In accordance with Massachusetts Designer Selection Law, M.G.L. Chapter 7, Sections 38 A ½ - O, the Town Manager's office, on behalf of the Board of Selectmen, is seeking proposals for design services to conduct a facility condition assessment on 26 town and school buildings. Minimum requirements include current license and registration by the Commonwealth of Massachusetts as an architect or professional engineer, with a minimum of five years experience. These design services include engaging the services of other licensed engineers and consultants, such as electrical, HVAC, and other professionals as needed. The designer's fee shall not exceed **\$150,000**. A pre-bid informational session will be held **on Wednesday, August 28, 2013 at 11:00 a.m.** at Town Hall Meeting Room located at 55 Main Street. The RFP documents will be available after **8:00 a.m. on August 19, 2013** in the Town Manager's office, located in the Westford Town Hall, 55 Main Street, Westford, MA 01886 or online at [www.westfordma.gov](http://www.westfordma.gov). Requests may be made in person or by telephone 978-692-5501, between the hours of 8:00 a.m. – 4:00 p.m., M, T, W, Thu, and Friday. Proposals are due to: John Mangiaratti, Assistant Town Manager, Westford Town Hall, 55 Main Street, Westford, MA 01886 no later than **11:00 a.m. on September 18, 2013**. The designer selection committee appointed by the Town Manager will evaluate proposals and make a recommendation to the Town Manager. The Board of Selectmen, is the awarding authority. The town reserves the right to reject any or all proposals if it be deemed in the public's best interest to do so. The awarding authority will be reserving the right contract with the study designer for follow-on design services. The town encourages MBE/WBE firms to apply and is an EEO employer.